

Register

Please copy and complete this form and mail with your check made payable to IHFA, RHTC Compliance Dept., 30 South Meridian Street, Suite 1000 Indianapolis, IN 46204. **NO CASH OR CREDIT CARDS WILL BE ACCEPTED.**

Phone \_\_\_\_\_

Name \_\_\_\_\_

Company \_\_\_\_\_

Name of Development \_\_\_\_\_

Address \_\_\_\_\_

State

Zip

Telephone \_\_\_\_\_

Fax \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Workshop Date:

☐ July 23, 2003

☐ October 22, 2003

Session:

☐ Afternoon Only

☐ Both Morning and Afternoon

\*Amount enclosed: \$ \_\_\_\_\_

*\*Please note that this fee is non-refundable. Therefore, no refunds will be given for cancellations at any time.*

All questions regarding the Compliance Seminar can be directed to IHFA's Tax Credit Compliance Division at (317) 232-7777.

Indiana Housing Finance Authority  
30 South Meridian Street  
Suite 1000  
Indianapolis, IN 46204

Indiana Housing  
Finance Authority

## 2003 Rental Housing Tax Credit Compliance Seminar

A financial  
partner in  
creating housing  
for Hoosiers.

Telephone: 317-232-7777



30 South Meridian  
8th Floor Conference Center  
Indianapolis, IN 46204

## About the Seminar

The Indiana Housing Finance Authority (IHFA) will be conducting a Compliance Seminar on Indiana's Rental Housing Tax Credit (RHTC) monitoring procedures. This seminar will take place on three (3) different dates in Indianapolis in 2003 the last two dates and location are yet to be determined.

Further, this seminar will be broken into two (2) sessions, one morning session and one afternoon session. The morning session will discuss basic compliance and is geared to individuals new to the Tax Credit Program or individuals who wish to refresh their knowledge of the basic requirements of Section 42 of the Internal Revenue Code.

The afternoon session will be a more detailed session on advanced issues regarding Section 42 and provide guidance to owners, managers, etc., regarding Indiana's compliance monitoring procedures.

**Attendance Certificates will be distributed at the end of the seminar. No certificates will be mailed to participants after the seminar.**

Individuals who are attending the training to receive their attendance certificate as a requirement for the issuance of IRS Form 8609 may attend only the afternoon session **if they have already attended the morning session or another IHFA Tax Credit Compliance Training at least once in the past two years.**

### Tax Credit Compliance Staff

Mark Young, RHTC Compliance Manager

Michelle Rogers, RHTC Compliance Monitor

Maria Walker, RHTC Compliance Monitor

Kerrie Martinweaver, RHTC Compliance Monitor

## Registration

The registration fee includes admittance to the seminar date of your choice based on availability, a 2003 IHFA RHTC Compliance Manual, reference materials, and beverages. Lunch will not be provided. In addition, you will obtain important information regarding the RHTC program and Indiana's monitoring procedures. Finally, you will have access to IHFA's RHTC Compliance Staff who will be on hand to answer your RHTC compliance questions.

Registration Fee - \$150 per person

Registration Fee for individuals employed by a Not For Profit = \$25 per person **(this fee does not include for profit contractors)**

**The above fees apply only if registered and paid at least 10 days before the seminar date.** Registrations made after that date and on-site will be permitted as space allows for a fee of \$200 per person (no special fee for not for profit agencies will apply during this time). You may pay by check or money order. **NO CASH OR CREDIT CARDS WILL BE ACCEPTED.**

Payment must be received by IHFA prior to the start of the seminar. Confirmation will be mailed to each registrant at least one week before the seminar date.

The Compliance Seminar is limited to 100 people per seminar date, so early registration is strongly encouraged. However, a limit of two (2) people per organization may be enforced depending on demand.

## Dates & Times

Registration will begin promptly at 8:00 a.m. for the morning session and at 12:00 p.m. for the afternoon session. The morning session will take place from 9:00 a.m. to 11:30 a.m. and the afternoon session will take place from 1:00 p.m. to 4:30 p.m. for all workshop dates. Those attending the morning session are encouraged to also attend the afternoon session. This seminar is offered on the following date at the following location in Indianapolis:

**WEDNESDAY, JULY 23, 2003**

**WEDNESDAY, OCTOBER 22, 2003**

30 South Meridian  
8th Floor Conference Center  
Indianapolis, IN 46204

### Hotels

The following is a listing of hotels that are within close proximity of 30 South Meridian:

Hyatt Regency	Courtyard by Marriott
One South Capitol Ave.	501 W. Washington St.
(317) 632-1234	(800) 321-2211

Westin Hotel  
50 S. Capitol Ave